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COMPT

74-0924-

/M&S

74-2356

20 JUN 1974

Pers 74-3090/B

MEMORANDUM FOR: Deputy Director for Management & Services

SUBJECT: Staff Personnel Ceilings for FY 1975

1. As you know, a review was made of the Agency's personnel resources by the four Associate Deputy Directors, the Comptroller, and the Director of Personnel in order to determine appropriate ceilings for Fiscal Year 1975. As a result, ceilings for FY 1975 were established for all components which will bring the Agency staff personnel strength by the end of FY 1975 to [REDACTED]. These proposals were approved by the Director.

2. The recommended reductions for your Directorate resulted in a staff ceiling of [REDACTED] (the initially approved [REDACTED] adjusted to reflect the transfer of [REDACTED] staff ceiling from the Services Staff to the Office of Joint Computer Support) and a contract ceiling of [REDACTED] (the initially approved [REDACTED] adjusted to reflect the transfer of one contract ceiling to the Office of Training) for FY 1975. In order to implement the decision of the Director, it is necessary that position reductions and distribution of total ceiling be made immediately.

3. Therefore, you are requested to identify staff positions for deletion which will bring your Staffing Complement down to the 1975 total of 12 July 1974. The recommended reductions should be followed to the extent possible. You should also provide the Office of Personnel, Position Management and Compensation Division with a breakdown of ceiling for each of your components no later than 12 July 1974.

4. To the extent possible reductions of positions should be at the average grade level of your Directorate in order that escalation of average grade may be avoided.

5. The Position Management and Compensation Division of the Office of Personnel will cooperate with you in making the necessary reductions.

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[REDACTED]  
F. W. M. Janney  
Director of Personnel

25X1A

[REDACTED]  
John D. Iams  
Comptroller

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2 IMPDET CL BY 010016

TRANSMITTAL SLIP		DATE	26 June 74
TO: <i>5 JUL 74</i> Director of Medical Services <i>W</i>			
ROOM NO.	BUILDING		
1D-4061	Hqs.		
REMARKS:			
<p>Please forward the recommended reductions for your Office to Acting Chief, Plans Staff by close of business 9 July.</p> <div style="background-color: black; width: 200px; height: 80px; margin: 10px auto;"></div>			
<p><i>27 JUN 74 / MS - C</i>  <i>28 JUN 74 / SD</i>  <i>5 JUL 74</i>  <i>Voluntary</i>  <i>Post #0099 GS 11</i>  <i>med. dep. sp. to</i>  <i>be deleted from OIS</i></p>			
FROM: A/Chief, DDM&S Plans Staff			
ROOM NO.	BUILDING		
7D-02	Hqs.		
FORM NO. 241 1 FEB 55		REPLACES FORM 36-8 WHICH MAY BE USED.	

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